

**USEITI Outreach and Communications Subcommittee
Meeting Summary for Monday, February 9, 2015**

Agenda

- Update from Working Groups:
 - Outreach Materials Work Group
 - Materials update
 - Procedure for Materials Update
 - Email blast
 - Data Portal material for package
 - Payor Work Group
 - Development of appropriate method for making reconciling company list public
 - Communications with companies
 - Webinar
- Preparations for MSG meeting

Congressional Outreach

No new update.

International Outreach

No new update.

Communication Plan

No new update.

Work Group Updates:

Outreach Materials - Jerry Gidner, Laurie Sherman, Judy Wilson

Outreach materials updates are almost complete. No comments or feedback was received from the subcommittee members on the updated material that was circulated. A sample package will be compiled to be presented at the MSG February meeting.

A crosswalk has been started for procedures on updating outreach materials. To be complete by end of the week

Email blast list will be completed by week's end.

Data Portal material for the Outreach Materials package will include Q&A's and talking points.

Pavor Company - Debbie Tschudy, Susan Ginsberg, Emily Kennedy, Laurie Sherman.

At the PASO Conference this week, Greg Gould will present the 44 reconciling companies and will ask that they verify their contact information with an ONRR employee in attendance. Deloitte will be in attendance at the conference as well and will be reaching out to the companies after Wednesday, February 11 to give background information on EITI.

The template for the reconciling companies has been complete and is ready for MSG approval.

The webinar for the reconciling 44 companies will be on March 10, 2015, in Houston and March 18, 2015, in Denver.

Preparations for MSG meeting

Veronika Kohler will prepare the presentation for the MSG meeting and will forward to the subcommittee for review by Friday, February 13th.

Other Business

None.

Next Steps/Action Items

1. Data Portal Q&As and talking points to Materials Workgroup for review by Monday, Feb 9th (Judy Wilson).
2. MSG Presentation to the subcommittee for review by Friday, February 13th (Veronika Kohler).
3. Email Blast List to Subcommittee by Friday, Feb 13th (Jerry Gidner).
4. Sample package of the Outreach Materials for presentation to MSG (Judy Wilson).

Next Meeting

No meeting on Monday, February 16 because of President's Day holiday. Next meeting will likely be March 2, 2015 at 11:00 am eastern after the MSG meeting.

Subcommittee Members in Attendance

Veronika Kohler, NMA
Susan Ginsberg, IPPA
Debbie Tschudy, ONRR
Marina Voskanian, California State Lands Commission

Invitees

Jerry Gidner – DOI
Judy Wilson, ONRR
Greg Arend, Deloitte
AJ Maxwell, Deloitte

Staff

Rosita Christian - ONRR